

## **MADISON COUNTY SAFETY MEETING MINUTES**

### **April 25, 2008**

On Friday, April 25, 2008, a Safety Committee meeting came to order at 10:00 a.m. in the Jury Room of the Madison County Courthouse in Virginia City, Montana, with MaryAnn O'Malley, David Schulz, Chris Mumme, Vicki Tilstra, Linda Robertson, Roger Staley, Carmin Hill, John Gottbreht, Jim Hart, Diane Kaatz, and Laurie Buyan present.

**Minutes:** Minutes from the February 22, 2008, meeting were approved.

**Loss Control Program:** John Gottbreht, Putnam and Associates, presented the Committee with print outs showing the cost if injury change from October of 2007 to April of 2008; the past three years of incurred costs; and the frequency of claims by department. John stated that the nursing homes incur the greatest number of claims and that he has set up a program at the Ennis facility and is trying to schedule with the Sheridan facility for the same type of program. John stated that follow up is extremely important to help keep claims cost down. John stated that he will have one contact person from each nursing home and Vicki Tilstra was designated as the contact person for the remainder of the County. John also stated that if the County suffers a large loss, he will come down immediately to investigate the claim.

**Courtroom Security Committee:** Carmin Hill, Detention Officer, discussed security issues in courtrooms, such as attacks on judges, terrorists, etc, and stated that Madison County is pursuing funding for panic buttons and other security devises. Carmin stated that during criminal issues an officer accompanies the prisoner to court but Diane Kaatz, District Court Clerk, stated civil cases such as divorces and child custody cases can be very emotional and, in most cases, there is not an officer present for this type of case. Carmin stated that she tries to be available if possible when these cases are being heard. Roger Staley, Maintenance, stated that he would check on panic buttons. Putting up signs restricting firearms and other weapons was also discussed. David Schulz stated that he doesn't like the idea of permanent signs but is not opposed to a temporary sign on a stand during contentious cases. Members appointed to the Courtroom Security Committee are Diane Kaatz, Chris Mumme, and one member from the Justice of the Peace's Office.

**Safety Concerns:** The Committee discussed a situation that occurred at the Pankey House resulting in a person being taken to the hospital. It was determined that a policy needs to be developed to established who is to be notified in this type of situation. Chris Mumme, Director of Emergency Management, volunteered to write the policy. Chris Mumme also discussed a lockdown procedure to be followed in the event of an intruder who possesses a weapon with the intent to harm or kill individuals; and the fire drill that was recently conducted. Chris stated that the drill went well but that a different procedure would need to be followed in the event of an earthquake. There was discussion about notification to outlying buildings and the Sheriff's Office.

**Set Date for Next Meeting:** The next safety meeting is scheduled for June 27, 2008, at 10:00 AM in the Commissioners Conference Room.

The Meeting was adjourned at 11:25 a.m.  
Minutes prepared by Laurie Buyan.